



MUNICIPALITY OF BETHEL PARK

Municipal Building • 5100 West Library Avenue • Bethel Park, PA 15102 • 412-831-6800 • FAX 412-831-8675 • www.bethelpark.net

January 18, 2019

Dave Maass
MuckRock News
Dept MR 65982
411A Highland Ave
Somerville, MA 02144-2516
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RE: Request for Public Records

Mr. Maass:

On December 14, 2018, the Municipality of Bethel Park ("Municipality") received your request for records ("First Request") pursuant to the Pennsylvania Right-To-Know Law ("RTKL"), requesting:

Materials related to this agency's acquisition of, access to, preservation of, or disclosure of automated license plate readers (ALPR) or ALPR data:

1. Policies related to the adoption of ALPR technology, including those guiding the procurement process or necessary administrative obligations before acquisition.
2. Training policies, requirements and materials for automatic license plate reader system operators.
3. Databases used to compare data obtained by the automatic license plate reader system.
4. Policies related to the retention and security of captured ALPR data, including those regarding:
 - The length of time after capture that the data may be preserved
 - Exceptions to the general data preservation policies
 - Internal data security and access
 - Data destruction
5. Policies related to the sharing of ALPR data by this agency with other agencies, including those directing:
 - The manner in which another agency may request data
 - The circumstances under which captured data may be shared, and
 - The responsibilities of the recipient agency in regards to data retention and use
 - Access by this agency to data obtained by automatic license plate reader systems not operated by the law enforcement agency.
 - Please also provide the number of requests made by outside agencies, if applicable.
6. Policies related to the sale of data or the sharing of data with non-law enforcement actors
 - If applicable, please provide all agreements between this agency and non-law enforcement actors
7. Policies regarding oversight of automatic license plate reader system use.
8. Audit reports.
9. Policies related to maintenance and calibration
 - Please also provide maintenance and calibration schedules and records for the system on file.

10. Any other policies or reports on subjects related to automatic license plate reader system use by the agency.

On December 14, 2018, the Municipality also received your second request for records ("Second Request") pursuant to the RTKL, requesting:

1. The names of agencies and organizations with which the Agency shares ALPR data;
2. The names of agencies and organizations from which the Agency receives ALPR data;
3. The names of agencies and organizations with which the Agency shares "hot list" information;
4. The names of agencies and organizations from which the Agency receives "hot list" information;
5. The aggregate number of "detections" (i.e., license plate scans and associated data) collected during 2016
6. The aggregate number of "detections" collected during 2017;
7. The aggregate number of "detections" collected during 2018;
8. The aggregate number of "hits" (i.e., times that a plate on a hotlist was detected) during 2016;
9. The aggregate number of "hits" during 2017;
10. The aggregate number of "hits" during 2018;

The Municipality subsequently informed you that it required additional time beyond five business days to respond to your requests pursuant to Section 902 of the RTKL.

The Municipality has completed its review of your First Request and Second Request and both requests are denied because, after a reasonable investigation, the Municipality has determined that it does not possess any records that are responsive to either Request.

You have a right to appeal the Municipality's determination in writing to Erik Arneson, Executive Director, Office of Open Records, 333 Market Street, 16th Floor, Harrisburg, PA 17126-0333.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original RTKL request and this denial letter must be included when filing an appeal. The RTKL also requires that you state the reasons why the record is a public record and address each of the reasons the Agency denies your request. Visit the Office of Open Records website at <http://www.openrecords.pa.gov> for further information on filing an appeal. If you have further questions, please contact me. Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Sincerely,



Nicole Starzynski
Open Records Officer
Municipality of Bethel Park
5100 West Library Ave
Bethel Park, PA 15102
412.831.6800 x202